



MANAGEMENT

EPA Identification Number: for Hazardous Waste and Used Oil Activities

Wisconsin Department of Natural Resources • Waste Management Program • PUBL WA-101 98

P.O. Box 7921 • Madison WI • 53707-7921 • 608/266-2111

The EPA Identification Number

The U.S. Environmental Protection Agency identification number (EPA ID) is a 12-digit code assigned to certain locations where hazardous waste or used oil is handled. It's like a social security number because it helps regulatory agencies keep track of hazardous waste and used oil information.

The following must have an EPA ID number:

- ◆ Anyone generating more than 100 kilograms (220 lb.) of hazardous waste in a month, or accumulating more than 1000 kilograms (2200 lb.) at any time.
- ◆ Very small quantity generators that use manifests to track hazardous waste shipments.
- ◆ Off-site hazardous waste transporters.
- ◆ Hazardous waste storage, treatment, disposal and recycling facilities.
- ◆ Used oil transporters, transfer facilities, processors, re-refiners, burners of off-specification used oil for energy recovery, and marketers.

Some exceptions may apply. Consult with Wis. Admin. Code NR Chapters 600 series and "Interim Guidance for Household and Very Small Quantity Generator Hazardous Waste Collection Facilities." (See back.)

By law, these hazardous waste and used oil locations must have their own EPA ID number. A hazardous waste or used oil location is any contiguous piece of property not divided by a public roadway. It includes all buildings on the piece of property even if there are different activities in each building.

If you have any questions about getting an EPA ID for your hazardous waste or used oil site, contact your Department of Natural Resources Region's, waste management program (see attached map).

What the Numbers Mean

DNR and EPA use the ID number to monitor hazardous waste and used oil activity helping to insure wastes are safely handled so that they do not contaminate the environment and endanger public health. Each ID number is entered into a computer file along with the corresponding site name, address, contact and owner information, activity types, and waste types.

How to Get A Number

To get your EPA ID number you must complete an EPA "Notification of Regulated Waste Activity" form. These forms are available from your DNR Region's waste management program (see attached map).

In an emergency situation, such as a spill, you can and should get an EPA ID number. If you need to get an ID number for an emergency situation, call 608/266-2111.

Filling Out the Form

The notification form includes detailed instructions. However, there are several things you should note:

- ◆ List your business's full name first, then any appropriate division or section.
- ◆ Your location address is the actual physical location of your hazardous waste or used oil site.
- ◆ Your mailing address can be either a post office box number or your location address.
- ◆ In the ownership section note your company's legal owner.
- ◆ In section VIII, mark all appropriate boxes.
- ◆ In section IX, make sure to fill in the correct hazardous waste codes. Note that there are three hazardous waste code areas referring to different types of hazardous waste.
- ◆ The code numbers are found in the booklet that comes with your notification form. Refer to Wis. Admin. Code ch. NR 605 for state-only hazardous waste codes.

After Completing the Form:

- ◆ Keep a copy in your files.
- ◆ Send the original copy to Notification Processing WA/3; WDNR; PO Box 7921; Madison, WI 53707-7921. You will be assigned an ID number within 10 working days.
- ◆ Send a copy to your DNR Region's waste management program assistant (see attached map).

Using Your Number

Once you've received your EPA ID number, you'll need to use it when filling out hazardous waste manifest and hazardous waste or used oil annual report forms. You'll also need to put your ID number on all hazardous waste containers when shipping them.

The hazardous waste manifest is a shipping paper that tracks hazardous waste from the site where it is produced to the site where it is treated, stored or disposed. The annual report form is a comprehensive record of hazardous waste or used oil activity at a particular site during the calendar year.

Other Publications:

Contact your DNR Region's program assistant or call 608/267-9700 to request the following fact sheets:

- WA-102 Hazardous Waste Manifest
- WA-209 Commonly Asked Annual Report Questions
- WA-233 Used Oil Management
- WA-737 Interim Guidance for Household and Very Small Quantity Generator Hazardous Waste Collection Facilities

Questions?

For help in filling out the EPA notification form contact your DNR Region's waste management program assistant (see attached map) or call 608/266-2111. For other information about the ID number consult ch. NR 590 (used oil) or the NR 600 series (Hazardous Waste Management) Wisconsin Administrative Code.

You may also want to check on DNR's web site at <http://wnw.dnr.state.wi.us> or contact your regional waste management program or DNR's Bureau of Cooperative Environmental Assistance at 608/267-9700 for a list of other publications that might be of interest. Copies of Wisconsin statutes and administrative rules can be purchased from Wisconsin Department of Administration, Document Sales and Distribution, P.O. Box 7840, Madison, WI 53707-7840 or call 608/266-3358. Wisconsin State statutes and some administrative rules are also on the Revisor of Statutes Bureau's world wide web site: <http://wnw.legis.state.wi.us/rsb/stats.html>.

***Disclaimer:** This fact sheet is not intended as a substitute for the statutes and rules that apply. Rather, it is a brief summary of the topic. Please consult Wisconsin's statutes and administrative rules for detailed information*

Note: DNR provides equal opportunity in employment, programs, services and functions under an Affirmative Action Plan. This document is available in alternative format upon request. Call the Bureau of Waste Management at 608/266-2111 for information about alternative formats. Source: LAP/wa101.doc

